

703 KAR 5:140. Requirements for school and district report cards.

RELATES TO: KRS 158.031, 158.6453(20)

STATUTORY AUTHORITY: KRS 158.6453(20)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 158.6453(20) requires the Kentucky Board of Education to promulgate an administrative regulation to define the implementation and the components of a school and district report card that clearly communicates with parents and the public about school and district performance. This administrative regulation establishes the standards for a school and district report card.

Section 1. Definitions. (1) "Average student/teacher ratio" means the total enrollment of the school (end of year membership) divided by the number of teachers on a full-time equivalent (FTE) basis, not including administrators, guidance counselors, or media specialists.

(2) "Average years of experience" means the average number of years of professional experience of classroom teachers excluding certified staff such as administrators, guidance counselors, or media specialists.

(3) "Base year" means the academic year immediately preceding the publication of the school report card components.

(4) "Core academic subject" means English, reading or language arts, mathematics, science, foreign language, civics and government, economics, arts, history, or geography.

(5) "District report card" means the summary of district and school information that may be published in the newspaper with the largest paid circulation in the county in which the district resides.

(6) "School" means an institution as defined in KRS 160.345(1)(b).

(7) "School report card" means the compilation of school information to be published on the Kentucky Department of Education Web site and linked to school Web sites or in a printed copy if requested.

(8) "School safety data" means a list of components as established in Section 2 of this administrative regulation, critical to providing for a safe school environment for students and school staff.

(9) "Spending per student - district" means the current expenditures made divided by the total primary through grade twelve (12) end of year average daily attendance in the district.

(10) "Spending per student - school" means the current expenditures made divided by the end-of-year average daily attendance in the school.

(11) "Spending per student - state" means the current expenditures made divided by the total primary through grade twelve (12) end of year average daily attendance in the state.

(12) "Total enrollment" means the number of primary through grade twelve (12) students enrolled in a school or district as reported by the local superintendent at the close of the year.

Section 2. School Report Card. A school report card shall include the following information:

(1) The name and address of the school, the name of its principal, and telephone, fax and e-mail contact information, all of which shall be current;

(2) The total enrollment of the school;

(3) The school level results of all components of Kentucky's accountability system to classify schools and districts, which is:

(a) Established in 703 KAR 5:200, Section 2; and

(b) Also known as the Unbridled Learning: College/Career-Ready for All Accountability System;

(4) Teacher qualification information, including:

- (a) Average years of teaching experience;
- (b) Percentage of teachers with emergency or provisional certification;
- (c) Percentage of core academic subject classes not taught by highly qualified teachers;
- (d) The number of teachers certified by the National Board for Professional Standards; and
- (e) The professional qualifications of all teachers expressed as percentages, including bachelors, masters, Rank I, specialist, and Ph.D. or Ed.D. degrees;
- (5) School safety data including:
 - (a) Whether visitors are required to sign in;
 - (b) Whether all parents receive the district discipline code;
 - (c) The percentage of classrooms with telephones able to access outside lines; and
 - (d) Data detailing safety violations of 1st Degree assault (with intent to cause injury), drug abuse, and weapons. The safety data shall include:
 - 1. The number of incidents; and
 - 2. The number of students suspended or expelled for that kind of incident;
- (6) Student resource data including:
 - (a) Spending per student at the school, district and state level;
 - (b) Average student to teacher ratios at the school, district, and state level;
 - (c) Student to internet connected instructional computer ratios at the school, district and state level;
 - (d) Percentage of computers meeting the minimum standards for acceptable computers in Kentucky schools and districts pursuant to the master plan for education technology required by KRS 156.670;
- (7) Parental involvement information including:
 - (a) Number of students whose parent or guardian had at least one (1) teacher conference;
 - (b) Number of parents and guardians voting in school council elections;
 - (c) Number of parents and guardians serving on the school council or its committees; and
 - (d) Number of school-related volunteer hours;
- (8) The names of members of the current year school council with contact information, including telephone numbers or e-mail addresses where the members can be reached for questions or comments.

Section 3. As accurate, reliable data become available from student information systems, the Kentucky Department of Education shall link school, district, and state data to the school and district report cards, including existing reports, participation, and performance in Advanced Placement (AP) tests and courses, disaggregated to the extent permitted under KRS 160.700-160.730, which protects the confidentiality of an individual student's educational records.

Section 4. District Report Card. (1) A district report card shall include a district level summary of all school data required on the school report card and shall be the aggregation of the school report cards by grade level.

(2) The district report card shall include the names and appropriate addresses of the district superintendent and members of the local board of education.

(3) The district report card shall contain data and information that complies with the federal No Child Left Behind Act of 2001, and the waiver provisions of that act, as may be applicable to the Department, 20 U.S.C. secs. 6301 et seq., or its successor and the percentage of core academic subject classes not taught by highly qualified teachers aggregated and disaggregated by high poverty compared to low poverty schools (schools in the top quartile of poverty and the bottom quartile of poverty in the state).

(4) The district report card shall include a list of district schools with primary programs and

the number of students in each school requiring five (5) years to complete the primary program.

Section 5. Reporting Requirements; Timelines. Prior to publication the principal and the superintendent or a designee shall review and approve the text and data provided for the school and district report cards. Each school report card and district report card shall be published on the Kentucky Department of Education Web site and the applicable school and district Web sites and shall be supplied by the school and districts in printed format if requested.

Section 6. Verification; Audits. (1) The Department of Education shall conduct an audit of school and district report cards for compliance with the provisions of this administrative regulation. School and district report card components generated at the school and district shall be delivered to the Department of Education upon request.

(2) If a school or district alters data without authorization, falsifies data, or publishes incorrect information in a component of the report card, it shall supply corrected information to the audience that received the incorrect information, using the same medium by which it conveyed the original information. (27 Ky.R. 881; Am. 2148; eff. 1-18-2001; 32 Ky.R. 1775; eff. 6-2-2006; 35 Ky.R. 1277; 2052; eff. 2-12-2009; 38 Ky.R. 1391; 39 Ky.R. 31; eff. 7-13-2012.)